

CONFIDENTIAL

NOTHING

PROCUREMENT MANAGEMENT STAFF, OL
WEEKLY REPORT
Week Ending 28 June 1988

yes
1. Status of Tasks Assigned by Senior Management:

25X1 The draft response to the General Accounting Office (GAO) was reviewed and suggested changes and recommendations have been provided. This response is due at GAO on 13 July. []

2. Major Events That Have Occurred During the Preceding Week:

25X1 a. The Contract Team Automation Working Group (CTA/WG) met and approved the final version of its final report. On 24 June, [] briefed in summary the senior contracting officers meeting on CTA/WG's final report, which concerns automation of contract team activities. The report will be issued the week of 27 June. []

25X1 b. [] attended a briefing at Headquarters by Charlie Russell of Logicon Corporation about security associated with local area networks of personal computers. This subject is complex, with technology and methods evolving, and will be a significant consideration in automating contract teams. []

25X1 c. [] has reviewed and written memoranda on several pieces of pending legislation. The most notable of these legislative items is [] which deals with a drug-free work environment. He has conveyed Office of Logistics comments to the Office of Congressional Affairs. []

25X1

25X1 d. During this reporting period, [] reviewed approximately 30 new bidder requests and submitted same to the appropriate components for their review and possible use. []

25X1 e. [] is continuing to input training information for all procurement personnel into the NOMAD database. Training data for GS-12 through -15 employees has been completed. []

25X1 f. [] are in training during the week of 27 June. []

25X1 g. CONIF employees input 196 contract actions and 72 amendment actions into the contract information system during this reporting period. []



SUBJECT: OL/PMS Weekly Report for the Period Ending 28 June 1988

25X1 h. [] continued with training for her new assignment at
25X1 [] during this period. []
25X1 [] will begin her training in Procurement Management
25X1 Staff (OL/PMS) within the next few weeks. []

3. Upcoming Events:

25X1 a. [] is processing for a tentative one-month TDY
25X1 assignment [] beginning 2 July. []

25X1 b. [] will be retiring on 30 June after 21 years
25X1 with the Agency. All of us in OL/PMS will miss her. []

25X1 c. The Chief, PMS/OL will be on annual leave from 29 June
25X1 through 8 July. During this period, [] will be acting in
his stead. []

4. Management Activities and Concerns:

25X1 OL/PMS will continue to keep management apprised of any
significant activities or concerns as they arise. []

THAT'S
GOOD...

C O N F I D E N T I A L